Department:

Health Sciences

Course Description:

This course introduces the U.S. legal system, laws and ethical issues and how they relate to health care. Emphasis is placed on legal and compliance issues faced by clinical coders in the workplace setting.

Course Competencies:

Upon completion of the course, the student should be able to:

1. Describe the legal system in the United States.
2. Describe the use of the health records as a legal document.
3. Examine the concept of patient's rights and the role that healthcare professionals play in protecting these rights.
4. Distinguish among the variety of regulations affecting health care including Health Insurance Portability and Accountability Act (HIPAA), AIDS/HIV, mental health and drug and alcohol health records.
5. Apply policies and procedures surrounding issues of access and disclosure of protected health information.
6. Explain the different types of consents.
7. Explore the role that health professionals play in the legal environment.
8. Identify the essential elements for establishing negligence.
9. Justify various positions on ethical issues in healthcare.
10. Summarize the legal and ethical issues involving electronic health records.
11. Apply healthcare legal terminology.
12. Identify the use of legal documents.
13. Apply legal concepts and principles to the practice of Health Information Management (HIM).
14. Apply confidentiality, privacy and security measures and policies and procedures for internal and external use and exchange to protect electronic health information.
15. Describe retention and destruction policies for health information.
16. Apply system security policies according to departmental and organizational data/information standards.
17. Apply policies and procedures to ensure organizational compliance with regulations and standards.
18. Identify potential abuse or fraudulent trends through data analysis.

Course Content:

A. Legislative and regulatory processes
B. Health information/record laws and regulations (such as retention, patient rights/advocacy, advanced directives, privacy)
C. Confidentiality, privacy, and security policies, procedures and monitoring
D. Ethical issues

Learning Assessments:

Course competencies will be assessed by use of discussion questions, graded assignments, comprehensive assignments, research paper, quizzes, and exams.

Instructional Materials:

Brodnik, M. S., Rinehart-Thompson, L. A., & Reynolds, R. B. (2017). *Fundamentals of Law for Health Informatics and Information Management* (3rd ed.). American Health Information Management Association (AHIMA) Press. ISBN-13: 978-1584265306

Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students **must** complete the "Disabilities Self-Identification Form" on our Disability Services website.

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.

A Note on Harassment, Discrimination and Sexual Misconduct

Highland Community College seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX, and College policy prohibit harassment, discrimination and sexual misconduct. Highland Community College encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to report to the Vice President for Student Services, the Human Resources Director or complete an online report about what happened so that they can get the support they need and Highland Community College can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Highland Community College is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please review our Equity Grievance Policy.